

Weddings at the Seacoast Science Center



Congratulations on your engagement and thank you for considering the Seacoast Science Center as the site for your special day. By hosting your wedding celebration at the Center, you'll not only create unparalleled memories of the most joyous day of your life, you'll feel great knowing your rental supports our effort to promote ocean health today and for future generations.

Our Venue

Situated on the ocean's edge, within historic Odiorne Point State Park, the Seacoast Science Center provides a unique and memorable setting for your celebration of a lifetime. From the formal experience of your dreams, to the fun of a lobster bake by the sea, the Center becomes yours on your special day. The beautiful rocky coast is the perfect backdrop for your photographs and is sure to take your breath away.

Indoors, the Center can accommodate approximately 70 guests for a formal seated dinner in the historic, stone Sugden House fireplace room or the modern Gregg Interactive Learning Studio. The Center can accommodate up to 150 guests throughout the exhibit gallery spaces for less traditional events. This arrangement works well for cocktail-style parties (group size of 75-150), with buffet and bar stations located among the exhibits.

Outdoors, the Center can accommodate up to 200-225 guests (depending on setup) under the festive, white 40' x 80' function tent, which is installed on our north lawn from late-May through mid-October. For a traditional sit-down reception with a dance floor, the tent will accommodate approximately 180 guests. This area is the most private part of the public park. The lawn area is bounded by the Center, the woods, and 600' of oceanfront shoreline. The seaside vista includes four different lighthouses, the Piscataqua River, and the Isles of Shoals. A small gazebo in the back corner of the lawn and a large piece of driftwood on the opposite side of the building have proven to be favorite locations for wedding ceremonies.

Contact Andrew at 603-436-8043, ext. 14 or a.weaver@sscnh.org to book your wedding.





2016 Fees and Associated Costs

Saturday outdoor events

\$6,380, which includes:

- Six hours of rental time (additional hours are \$440 per hour), not to exceed 11:00 pm, in compliance with the Town of Rye Noise Ordinance.
- Use of the 40'x80' white function tent including:
 - Flooring (no dance floor included; this must be rented)
 - Perimeter and bistro lighting inside the tent
 - Electricity (for caterer, band/DJ, etc.)
 - Full siding for the tent if desired/necessary
 - Use of a limited number of white 10'x10' EZ-Up pop up tents for bar, hors d'oeuvres, etc., if desired (there are no sides for these tents). These must be requested prior to the event and must be installed and taken down by the client.
 - Use of the Seacoast Science Center facility, restrooms, and exhibits for the duration of the event
 - A Seacoast Science Center staff member to assist with questions and site-specific logistics. **SSC does not handle setup and cleanup; this is to be done by the client, or vendors for the duration of the event. The SSC staff member arrives 4 hours prior to function start time.**

Please Note: outdoor clients must rent tables, chairs, dance floor, bump-out tents if desired, either through their caterer or directly from Exeter Events & Tents.

Friday and Sunday outdoor events

\$4,620, which includes all of the above

Monday-Thursday outdoor events

\$2,310, which includes all of the above

Indoor events

\$440 per hour, plus applicable fees (see below)

- Limited number of 6' rectangular tables and chairs (indoors only)
- Use of the Seacoast Science Center facility, restrooms, and all exhibits for the duration of the event
- A Seacoast Science Center staff member to assist with questions and site-specific logistics. **SSC does not handle setup and cleanup; this is to be done by the client, or vendors for the duration of the event.**

Please Note: Indoor events cannot begin until 5:00 pm, unless using only the Sugden House and/or the Learning Studio. Setup cannot begin until 4:00 pm, as the Center is open to the public until 5:00 pm.

Ceremony-only events

\$440 per hour, plus applicable fees (see below)

- Limited number of 6' rectangular tables and chairs
- Use of the 2 facility rooms at the Center 1 hour before and after event, plus use of restrooms and all exhibits for the duration of the event
- A Seacoast Science Center staff member to assist with questions and site-specific logistics. **SSC does not handle setup and cleanup; this is to be done by the client, or the caterer for the duration of the event. SSC staff member arrives 4 hours prior to function start time.**

Additional fees for all events

- **If there is going to be alcohol at the event, a police detail must be hired.** The police detail rate is \$69/hour (\$77/hour on major holidays), with a 4 hour minimum. The officer will be secured by SSC, at the expense of the client. The caterer or insured bartending service (whoever is handling bar service) must have a signed copy of SSC's current **Alcohol and Intoxication Policy** on file at the Center, as well as **service certifications. All alcohol must**



be served by a caterer or insured bartending service. If hiring a bartender outside of the caterer, and supplying your own alcohol to be served, **you must hire one of the Center's approved bartending companies;** please inquire for contacts. Bottles of wine (and other alcohol) may not be placed on guest tables and guests of the function may not bring their own alcohol; if so, it will be confiscated.

- **NH State Division of Parks and Recreation requires a park use fee of \$1.00 per person, collected by SSC on their behalf.**
- **A cleaning & security fee deposit of \$300.00 is required.** Upon completion of the function, as long as the facility and surrounding grounds are clean (either by the facility use client, or caterer) to the extent at which they were found, and to the discretion of the SSC staff member on site, and nothing has been damaged, the \$300 cleaning fee will be returned to the facility use client in the form of a check. This includes removal of linens from tables, restacking of tables and chairs (if it is not being done by Exeter Events & Tents), and disposal of all trash into the on-site dumpster. If the cleaning fee/deposit is to be returned, the check will be sent via mail, within four weeks of the function date.
- **We require the facility use client to draw a liability insurance binder of \$2,000,000 for the event.** The insurance binder must name Seacoast Science Center Inc., NH Division of Parks and Recreation, and the Town of Rye as co-insured/additionally insured. Also, if the client is serving alcohol, "host liquor coverage" must also be included on the insurance policy. A binder or copy of the policy must be provided to the Center in advance. This insurance can usually be obtained under a personal liability umbrella policy, as a rider on a homeowner's policy, or through a separate event insurance agent (e.g.: wedsafe.com). The premium for this coverage ranges from free-of-charge for some personal umbrella policies to about \$300. Some clients find it to their financial advantage to have their parents/relatives sign the contract and pay the Center fees so that the liability is covered under their existing policy.

Caterers

All caterers must submit a signed copy of the **Caterer's Agreement and the Center's Alcohol Policy**, and provide a copy of **proof of insurance** before they can work on the grounds. We have had great success with the following caterers and as such they are preferred options:

Chill Catering: www.chillcatering.com 603-877-5575

Blue Mermaid Island Grill: www.blumermaid.com 603-437-2583

Liberty Lane Catering: www.libertylanecatering.com 603-926-1545

The White Apron: www.thewhiteapron.com 603-617-3555

Simply Elegant Catering: www.merrimackvalleyevents.com 978-372-7329

Foster's Downeast Clambake: www.fostersclambake.com 800-552-0242

Although you may ultimately choose any caterer you like, there is an additional service charge of \$800 if you use a caterer not listed above. In addition, we require that any new caterers contact the Center to familiarize themselves with the facilities available to them. New caterers must also provide a copy of their insurance and food permit(s).

Rentals

For tables, chairs, dance floor, additional tents, additional lighting, heaters, etc.:

Exeter Events & Tents: www.exetereventsandtents.com 603-778-9838

As with caterers, you may ultimately use any rental vendor you like, however there is an additional fee of \$800 for outside rental vendors, charged to the facility use client. The rental vendor must contact the Seacoast Science Center's Site Sales Manager as soon as possible to discuss logistics for drop-off and pickup of rental equipment.

Other restrictions

NH State Law prohibits fireworks and "wish" lanterns or any paper lanterns that are lit by flame and released. Balloons of any kind are prohibited; they are a significant source of pollution that threatens wildlife, especially marine animals.

For more information

Please contact SSC Site Sales Manager, Andrew Weaver, by email at a.weaver@sscnh.org or by phone at **603-436-8043, ext. 14** if you have any questions. Enjoy planning your wedding and thank you again for considering to host your celebration at the Seacoast Science Center!



GARONE PHOTOGRAPHY



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